

Nevada Division of Environmental Protection

Underground Storage Tank Program

Application to be an Approved Operator Trainer

v.10.27.2011

I. Applicant Information and Application Contact					
Company, Group or Individual Trainer Name:	Applicant				
Company or Group Contact Name:	Contact Name				
Mailing Address:	Address				
City:	City	State:	State	Zip:	Zip
Contact Phone:	Phone	Contact email:	Email		
NV Business License (applicants operating in NV):		Business License			
II. Course Information					
Training Company, Group, or Individual Name:	Name to be displayed on list				
Course Title:	Title to be displayed on list				
Course Instructor(s):	Instructors to be displayed on list				
Course Type: (check all that apply)	Classroom Instruction Only <input type="checkbox"/> Examination Only <input type="checkbox"/> Combination of Classroom Instruction and Examination <input type="checkbox"/> On-line Course <input type="checkbox"/> On-line Course with Examination Component <input type="checkbox"/> On-site Training <input type="checkbox"/> Other: Other <input type="checkbox"/>	Course Location Or Geographic Regions Served by Training: (check all that apply)	Las Vegas Course Location <input type="checkbox"/> Reno Course Location <input type="checkbox"/> Other Course Location: City <input type="checkbox"/> On-line <input type="checkbox"/> On-site Training Southern Nevada <input type="checkbox"/> On-site Training Northern Nevada <input type="checkbox"/> On-Site Training Statewide <input type="checkbox"/>		
Course Length:	Click here to enter text.	Course Schedule: (check all that apply)	Fixed Date Course <input type="checkbox"/> Dates Added Based On Demand <input type="checkbox"/> By Appointment <input type="checkbox"/> Continuously Available <input type="checkbox"/>		
Operators Served: (check all that apply)	Class A <input type="checkbox"/> Class B <input type="checkbox"/> Class C <input type="checkbox"/>	Fee Schedule:	Click here to enter text.		
Scheduling Contact:	Contact to be displayed on list				
Website:	Website to be displayed on list				

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III. Attachments for Evaluation of Application

Please attach the following items to your application for evaluation by the NDEP Underground Storage Tank Program:

Experience and Qualifications

Note: Applications involving classroom training and on-site training will be heavily weighted for the experience and qualifications of its instructors.

- 1) The company, group, or individual applying for approval should demonstrate
 - a) Education of trainers or course developers relevant to underground storage tanks, petroleum, system operation, environmental regulations, etc;
 - b) Experience in UST operation, maintenance, and regulations;
 - c) Experience in Operator Training in other States or any other training experience; and
 - d) Other relevant qualifications.
- 2) For all instructors listed in the application, their education, experience, and qualifications should be provided.
- 3) For any established training programs, an evaluation of program effectiveness should be provided.
- 4) List of references, to include name, address and phone number of reference and the type of work/project for which the reference is being made

Course Content and Materials

Note: Applications involving examination-only content and on-line courses will be heavily weighted for the course content and materials

- 1) Sufficient description and documentation of the proposed training program or examination should be provided to demonstrate that the desired learning outcomes and minimum training requirements will be met. This may include, but is not limited to, a copy of the course outline, copies of presentations, handout materials, tests, evaluation forms.
- 2) Courses or examinations should demonstrate knowledge of relevant Code of Federal Regulations and also Nevada Administrative Codes for the class of operator being trained.
- 3) Course materials and presentations should be relevant and easily understood.

Administrative Capabilities

The company, group, or individual applying for approval must demonstrate their ability and methods for compiling and maintaining information pertaining to training registration, attendance, testing and pass rates, certificate issuance, comments, and issues identified as a result of training session.